

RD AN No. 4117 (1940-G)  
November 1, 2005

**TO:** Rural Development State Directors

**ATTN:** Program Directors, Rural Development Managers,  
Community Development Managers and State Environmental  
Coordinators

**FROM:** Peter J. Thomas (*Signed by Peter J. Thomas*)  
Administrator  
Rural Business-Cooperative Service

**SUBJECT:** Environmental Review for Hotels, Motels and Similar  
Temporary Lodging Facilities

**PURPOSE/INTENDED OUTCOME:**

The purpose of this Administrative Notice (AN) is to clarify the requirements for environmental review of applications for funding of hotels, motels and similar temporary lodging facilities under RD Instruction 1940-G.

**COMPARISON WITH PREVIOUS AN:**

This AN replaces RD AN No. 3918 (1940-G), dated November 19, 2004 that expired on November 30, 2004.

**IMPLEMENTATION:**

To determine the appropriate level of environmental review, the preparer of the review will refer to RD Instruction 1940-G, §1940.311(b)(3). The list of facilities in this paragraph is illustrative and not exhaustive. The Agency considers motels, hotels, and similar temporary lodging facilities as single small sites which are not sources of substantial traffic generation, liquid or solid wastes, if they do not increase rooms over 25 percent of existing capacity or 25 new rooms, whichever is greater.

Expiration Date: November 30, 2006

Filing Instruction:  
Preceding RD Instruction 1940-G

Therefore, if a proposed action meets the above criteria a Class I Environmental Assessment will be completed. If the proposed action exceeds these limitations, a Class II Environmental Assessment is required. If an action will increase capacity by four (4) or less rooms the environmental review will be treated as a categorical exclusion, in keeping with the intent of §1940.310 (b)(1).

If there are any questions regarding this AN, please contact your State Environmental Coordinator or Linda Rodgers, Technical Support Branch Chief at (202) 720-9647, [linda.rodgers@wdc.usda.gov](mailto:linda.rodgers@wdc.usda.gov) or Eric Bradley, Environmental Protection Specialist at (202) 205-8242, [eric.bradley@wdc.usda.gov](mailto:eric.bradley@wdc.usda.gov), Program Support Staff.

